

# Company Profile



# Company Profile

## CONTENTS

2,3	Who is the TIPP Focus Group	13,14	Recruitment
4,5	Technology & Solutions Technology Solutions Services Summary	15,16	Corporate Information Vision Mission Client References
6,7	Consulting Services Summary What Defines Us/Key Differentiators		
8-12	Training Summary Featured Courses Interpersonal Skills and other Services		

The TIPP Focus Group consists of four major business units namely:

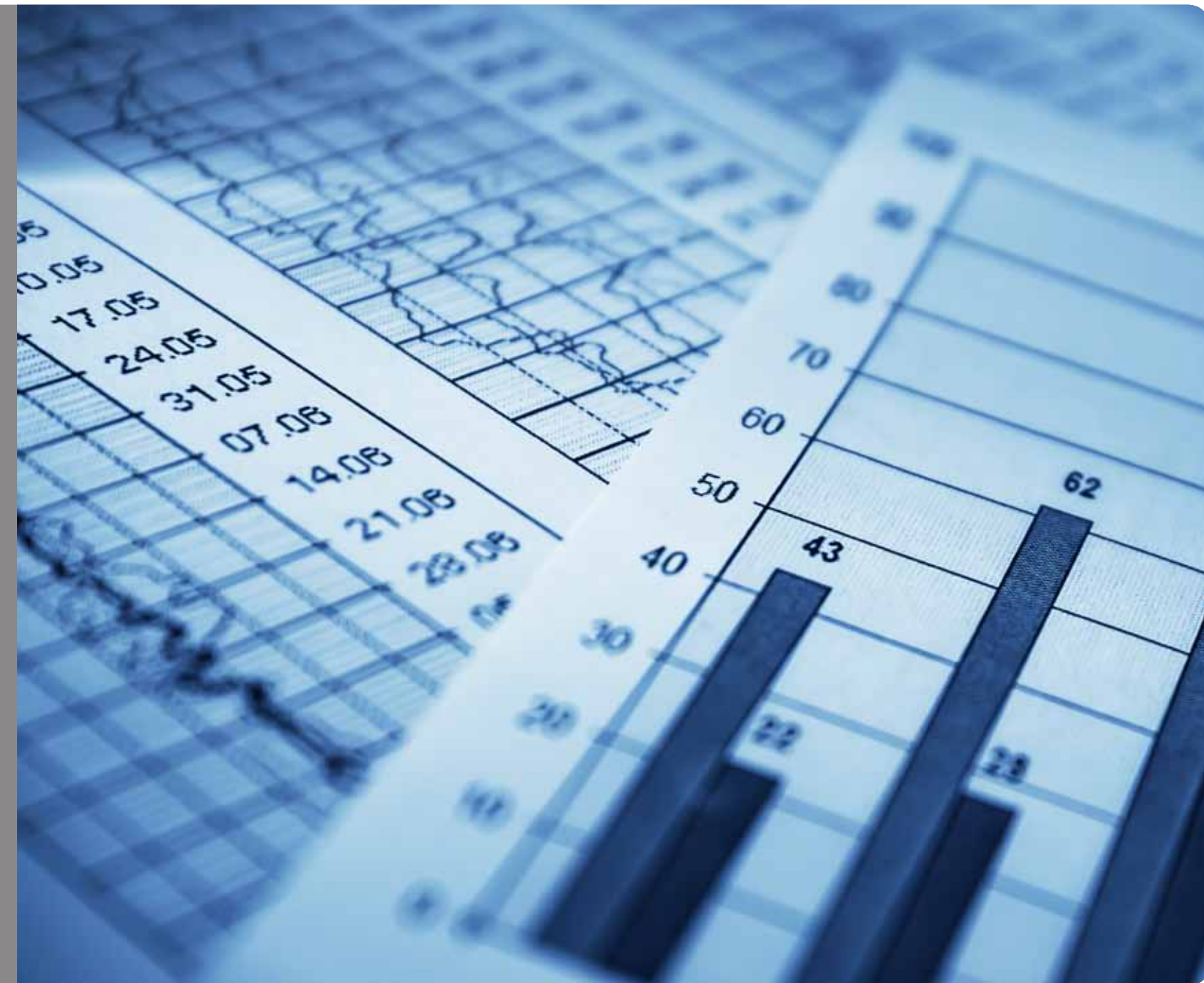
TIPP Focus Consulting  
TIPP Focus Training  
TIPP Focus Technology & Solutions  
TIPP Focus Recruitment

While each of these business units specialise in their respective business fields, they often compliment each other, thus providing our clients with more comprehensive business/organisational solutions.

All of our business units share the same core vision and mission this being our: **T**eam, **I**ndividual, **P**rocess and **P**erformance philosophy – TIPP.

At TIPP we have a passion for social development and nation building. This is achieved through initiatives such as our Graduate Development Programme, our partnership with clients in Youth Development, and to provide our services to underprivileged organisations or institutions.

We offer all of our clients a quality product accompanied by professional service and strong commitment, in order to make a strong impact in all we pursue.



## technology

Project Portfolio Office  
Barn Owl  
Oracle e-Business Suite  
Microsoft Sharepoint  
Alfresco  
Cognos  
Oracle Business Intelligence  
Oracle Hyperion  
Enterprise Architect  
OS Workflow  
Numara Footprints  
Numara Tract-It!  
Liferay  
Drupal  
Magento

We also have other technologies on offer to cater for your company or organisation's specific needs

## solutions

Project Management Tools  
Risk Management (DRP & BCP)  
Enterprise Resource Planning  
Enterprise Document Management  
Business Intelligence  
Business Process Management  
IT Service Management  
Website CMS Platforms  
Enterprise Architecture  
Data Storage Solutions

## services

Application Development and Support  
ICT Strategic Services  
IT Infrastructure  
Software Testing  
Open Source

**TIPP Focus Technology and Solutions** specialises in understanding your business process and challenges.

Through our extensive skills base and partnerships we help our clients find solutions and tools to alleviate those problems in a cost effective manner.

We recommend and offer appropriate technology that will align to your organisation's business objectives and sustainability.



## Services:

### Strategy and Performance Management Services:

Strategy Planning and Development  
Strategy Based Performance  
Measurement and Management  
Performance Management Systems

### Business Process Management

Process Analysis and Design  
Process Re-engineering  
Establishment of BPM Centre of Excellence  
Organisational Policies and Procedures  
Quality Management Systems

### Human Resource Management Services

Organizational Structure Design  
HR Strategy Development and Implementation  
HR Policy and Procedure Development  
Job Profiling, Evaluation and Grading  
Competency Framework  
Skills Audits and Development  
Culture and Climate Survey

Supply Chain Management Services  
Supply Chain Strategy  
Supply Chain Analysis and Design  
Supply Chain Restructuring  
Strategic Sourcing and Procurement

### Customer Relations Management

CRM Solutions  
CRM Implementation  
CRM Efficiency Audits

### Project and Programme Management Services

Project Management Office Design and Setup  
PM Maturity / Value Assessments  
PM Competency Assessments  
PM Outsourcing  
Programme and Project Management Services

### Organisational Change Management Services

Change Readiness / Risk Assessments  
Change Management Planning  
Change Management Implementation

**TIPP Focus Consulting** provides world-class innovative and integrated business solutions for our clients. Top methodologies ensure that strategic imperatives are aligned with business operations.

## What defines us / Key Differentiators?

- We spend time understanding our clients' environment
- We are about Service Delivery / Result Orientated
- We utilise relevant, tried and tested methodologies
- Provide innovative solutions
- A diversified, multi-disciplinary and competent team
- We employ a partnership model when working with our clients
- Our Skills Transfer Approach focus' on sustaining service after delivery of the projects
- We provide objective and independent advice to our clients





**TIPP Focus Training** has pooled together professionals with a passion to see people empowered and their capacity enhanced.

Fully accredited programmes are delivered with training methodology that facilitates learning beyond class room interaction, igniting a culture of learning and leadership in South Africa.

No project is too vast, no classroom too small to add to the growing importance of assisting the Leaders of today, ensuring that the tomorrow of our country is defined by a society that has the necessary skills and knowledge to build a legacy of uplift- and enlightenment.



## Featured Courses at TIPP

### BUSINESS PROCESS MANAGEMENT(BPM) & SIX SIGMA TRAINING SERVICES

We have developed a suite of BPM training products from strategic level for Top Executives who want to improve overall organisational performance by turning the whole organisation into a process centric enterprise, through to staff at lower level who desire to improve a single process line in their working environment.

### CERTIFICATE IN PROJECT MANAGEMENT

project management qualification is based on a 3 level approach, from educating candidates with no previous knowledge to a position of becoming a mentor and coach within the project management field.

### BUSINESS SYSTEMS ANALYSIS CERTIFICATE

This Qualification lays the foundation and provides an entry-level for the development of Business Analysis Qualifications across various IT sectors of all industries. Traditionally business analysts were drawn from senior Information Technology (IT) and business people.

### MUNICIPAL FINANCE MANAGEMENT PROGRAMME

Knowledge and skills in Implementing MFMP makes Municipalities turn around Local Government and make it an effective, efficient, accountable and responsive delivery machine for all citizens.

### ASSOCIATION OF ACCOUNTING TECHNICIANS

TIPP FOCUS TRAINING received approval as an AAT assessment Training Provider for:  
NRLD 59751: Certificate in Local Government Accounting SAQA NQF level 3  
NRLD 20402: Diploma: Accounting Technician SAQA NF level 5

### INTERPERSONAL SKILLS AND OTHER SERVICES

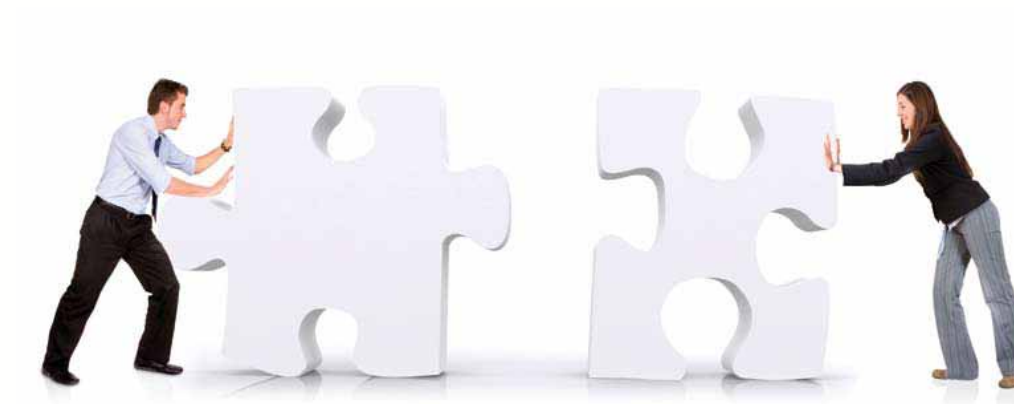
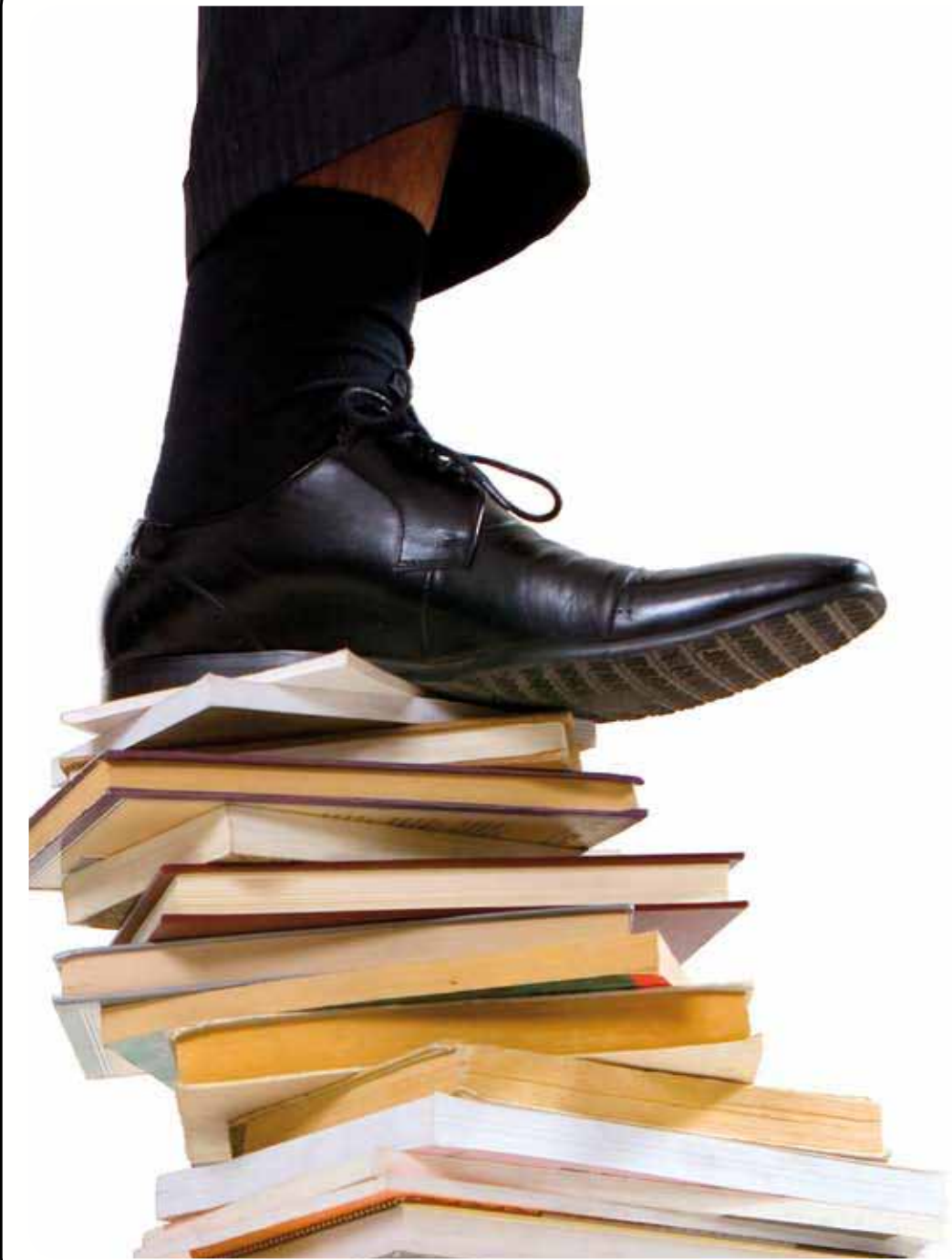
#### COURSES

- Business Communication
- Systematic Problem Solving Skills
- Personal Mastery and Effectiveness
- Motivating and Building Teams
- Leadership and Emotional Intelligence
- Public Sector Management Skills
- Time Management
- Customer Service (Batho Pele)
- Change Management

- Hiv & Aids
- Diversity Management
- Coaching and Mentorship Programme

#### SERVICES

- Recognised Prior Learning (RPL)
- Curriculum Development
- Candidate Pre-Assessment
- POEs Assessment
- POEs Moderation
- Venue Hire



**TIPP Focus Recruitment** focuses on Professional Resourcing Services for corporate clients who are looking for specialists in the business and IT fields. We are highly successful in assisting our clients to acquire the necessary skills in Information and Communications Technology and related areas.

Our ability to attract rare skills through our local and international networks has enabled us to service clients in all the economically active sectors in South Africa. These sectors include Government, Financial, Mining, Energy and Telecommunications.

## Values

- \* One Vision
- \* Shared Leadership
- \* Respect
- \* Trust
- \* Empathy

## Culture

- \* Independent yet Accountable
- \* Take Ownership & Responsibility
- \* Creativity yet within Boundaries
- \* Operating as one unit
- \* Customer Focused and Results Driven
- \* Quality Oriented

## Vision

To Position TIPP Focus Group as a leading and most preferred company within our mission critical space

## Mission

We exist to provide professional services in the most proactive and efficient manner to all our clients



CONTACT DETAILS:

---

Tipp FOCUS Group  
Unit 5 & 6  
The Willows Office Park  
George Street  
Erand Gardens  
Midrand  
1685

Tel: 087 754 7617/18/19/20  
Fax: 087 754 7621  
E-mail: [info@tipp.co.za](mailto:info@tipp.co.za)

DIRECTIONS:

---

From Pretoria

Take the N1 South and turn left into the Olifantsfontein Road loop  
Left again into Olifantsfontein  
Left in Lever Road  
Left in George Street  
Straight over the 14th Road Crossing  
Around the bend, the Willows Office park is the second building on your left.

From Johannesburg

Travel on the N1 North turn left into New Road off ramp  
Right in Lever Road  
Right in George Street  
Straight over the 14th Road Crossing  
Around the bend, the Willows Office park is the second building on your left.